

***Dear business owner:***

Because the City of Tucson Department of Transportation understands the concerns that you and other business owners may have regarding street improvement projects in your area, a team of professionals has been made available to provide you with expert business assistance services during the project.

When an improvement project is scheduled to occur, NRG Consulting, LLC, an affiliate of Management One, LTD, will provide assistance to the businesses that may be impacted. Assistance will include strategic planning, cash-flow management, team management, inventory planning and control, and other areas critical to the continued success of small and medium-sized companies. Please feel free to contact ***Jim Meyer***, President of NRG Consulting, LLC at ***(520) 245-2507*** to discuss the assistance available to you and your business.



City of Tucson  
Department of Transportation  
Michael Graham  
Public Information Officer  
201 N. Stone Avenue, 6<sup>th</sup> Floor  
Tucson, Arizona 85701  
(520) 791-4371

*City of Tucson  
Department of Transportation  
Business Assistance During Street  
Improvements*

## ***BUSINESS ASSISTANCE SERVICES***



**The City of Tucson Department of Transportation** uses the services of Jim Meyer, an expert business advisor with NRG Consulting, LLC, to assist businesses during major street improvement projects. The goal is to help businesses in maintaining profitability throughout street improvement projects.



*Jim Meyer, left, with local business owner.*

Prior to the beginning of construction, a business advisor will contact the owners of each individual business to provide information concerning the services available to them. For those owners who choose to take advantage of the services, the following is provided on a best effort and “first come, first served” basis.

### ***Initial Assessment***

The business advisor meets with the business owner for approximately 90 minutes to conduct a brief business analysis which includes:

- A review of the business’ financial position
- Completion of a break-even analysis
- A brief evaluation of inventory and cash-flow management
- An assessment of the owner’s existing business plan
- A review of current marketing/advertising activities

This provides a forum for discussion of the upcoming project, the possible impact on the business, and the owner’s concerns.

### ***Pre-Construction Planning***

The objective of the Pre-Construction Planning phase is the development and implementation of a specific construction project business plan by the owner. The business advisor and the business owner engage in short-term strategic planning in preparation for project commencement, including financial and personnel planning, marketing, and customer retention/service. The business advisor facilitates inter-business communication

and the formation of a business/merchant’s association if such an organization does not exist and is desired by a number of business owners.

For retail operations, inventory management is an important focus along with cash flow and efficiency of operation issues. With the owner’s approval, an in-depth assessment of the business’ inventory management system will be completed and, if necessary, recommendations made for improvement. This assessment is provided at no cost to the business owner.

### ***Construction***

During the actual construction phase, the business advisor



*Business Access Signage.*

communicates with the business owner on a periodic basis to ensure that the business plan developed during the pre-construction phase is being implemented and maintained. Key measurements and other business management activities are assessed as the need arises.